

BOARD OF MADISON COUNTY COMMISSIONERS
March 7, 2016, Meeting Minutes

On Monday, March 7, 2016, a meeting of the Board of Madison County Commissioners came to order at 10:00 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners Jim Hart, and Ron Nye present. Chairman David Schulz was absent as he was attending an AGRIP Conference in Nashville, Tennessee. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

Those people in attendance at the meeting were Tom Shaffer, Abbi Russ, Bill Hanson, Roger Thompson, Scott Stroh, Chris Hunt, Darcel Cook, Kacey Smart, Van Puckett, and Lance Bowser.

Approval of Minutes: There were no minutes ready for approval at this meeting.

Courthouse Renovation Project Schedule and Fee Information: Bill Hanson and Scott Stroh, ThinkOne Architects, met with the Board to discuss the proposed renovation project for the Courthouse. Tom Shaffer, Maintenance, Abbi Russ, Justice Court Administrator, and Roger Thompson, Sheriff, were present for this portion of the meeting. Bill stated that he would like to develop a schedule of meetings for the project and discuss issues including access to the Courtroom. Discussion included the projected size of the holding room outside the Courtroom, size of the elevator, reinforcement issues of bringing an elevator through existing vault shafts, stabilizing the roof attachments, conforming to accessibility standards, keeping inmates separate from the public, restroom access for the Justice Court Jury Room, access problems in the Sheriff's Office once the elevator is installed, replacing the current boiler system, the possibility of installing central air conditioning in the entire building, testing the piping in the water system, safety of Judges, building security, and moving the old buildings that are behind the Courthouse to allow for additional accessible parking. Tom Shaffer noted that there is currently only one building remaining behind the Courthouse and stated that it might be better to move it behind the Administrative Office Building. Bill will contact the Town of Virginia City to request permission to move the building. Bill will also start the process of meeting with departments to assess their needs. There was further discussion related to security of the building, safety issues, possible lock-downs, screening points, and ballistic protection. Jim Hart suggested that they talk to the judges and the Sheriff first to determine how security might be handled. Bill stated he will also get the mechanical guys working on their part and make amendments to the original contract and get it to the Board for approval. Scott will get the notice for a Construction Manager at Risk updated and send it to the Board.

911 Phone System: Chris Hunt, IT Manager, presented the Board with a quote for \$3,437.49 from CenturyLink for the 911 phone system in the Dispatch Office. Chris stated that this amount will cover the tech to switch over to the T1 that they're going to install. He stated that the installation should begin within two to three weeks and that no unforeseen costs were anticipated.

Madison Valley Manor Camera System: Darcel Cook, Madison Valley Manor Administrator, met with the Board to discuss the purchase of a camera system for the Manor. Darcel updated the Board on the progress of the tub room and discussed an Emergency Management Institute she attended. Darcel stated that after three bids, reviewing footage, talking to references, and studying software she selected Fox Alarm and stated that there is money in the capital outlay budget for the system. Following discussion, Ron Nye moved to approve the estimate from Fox Alarm for a Gen II Pro 16 Channel DVR and Camera System with associated accessories as listed for the amount of \$16,166. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Journal Vouchers: Ron Nye moved to approve Journal Vouchers from the 2/16 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

Propane Vendor: Jim Hart stated that there was a new propane vendor in Ennis and, with encouragement from Jim's Road Foreman, came to Virginia and met with the Commissioners to discuss providing propane for all County entities. Jim reported that this vendor said he can provide propane for less because he doesn't have as much overhead as other providers do. After much discussion, it was decided to use this vendor at certain sites and continue to use the other two propane vendors at other sites for a period of time to compare prices.

Big Sky Park District Appointment: Following discussion, Ron Nye moved to appoint Jon Olsen of Big Sky to the Big Sky Meadow Trails, Recreation, and Parks Special District Board to fulfill an unexpired three year term that will expire on April 1, 2017. Jim Hart seconded the motion. All voted aye and the motion carried.

Step Increase for Sanitarian's Clerk: The Board discussed a step increase for the Sanitarian's Clerk. Van Puckett, Sanitarian, and Kacey Smart, Sanitarian's Clerk, were present for this portion of the meeting. Discussion included the amount of responsibility Kacey has had since she started in the position, including working without a permanent Sanitarian for two and a half months, and plans for her to assume some of the training responsibilities in certain areas of the Department. Following discussion, Ron Nye moved to put Kacey Smart at 100% of the clerk pay scale effective March 16, 2016. Jim Hart seconded the motion. All voted aye and the motion carried.

Madison Valley Manor Renovation Project: There was no discussion on this topic.

Actuaries Northwest 2015/2016 GASB 45 Valuation: The Board reviewed a proposal for a GASB 45 valuation that is required to be completed every two years. Following discussion with Vicki Tilstra, Finance Officer, via telephone, Ron Nye move to approve the proposal from Actuaries Northwest to perform the 2015/2016 Fiscal Year GASB 45 Valuation Follow Up for the amount of \$7500. Jim Hart seconded the motion. All voted aye and the motion carried.

Appointments by Acclamation for Elected Board Members: The Board reviewed a letter received from the Clerk and Recorder regarding elected board trustee appointments. Pursuant to 7-34-2117 (3) MCA, Ron Nye moved to declare the following candidates elected by acclamation: William Tate to the Alder Rural Fire District Board, Albert Hendricks and Otis Thompson to the Madison Valley Rural Fire District Board, Bruce Peterson and Max Moltich to the Sheridan Rural Fire District, and Lois Stephens to the Virginia City Rural Fire District Board, for three year terms that will expire in 2019; Carol Braach and Warren Swager to the Ruby Valley Hospital Board and Sylvia Bernard Carpenter to the Madison Valley Hospital Board, for three year terms that will expire in 2019; Laurie Buyan to the Alder Water and Sewer Board, and Dusty Wagner and E. Allen Sprunger to the Harrison Water and Sewer Board, for four year terms that will expire in 2020. The Board will contact trustees whose terms expire this year but did not file a nominating petition. Jim Hart seconded the motion. All voted aye and the motion carried.

Moore's Creek Culvert Replacements – Contractor Application for Payment #1: Following review, Ron Nye moved to approve the Contractor's Application for Payment #1 for the Moore's Creek Culvert Replacement Project in Ennis, Montana, Project 1-10236-TO#20, in the amount of \$58,644.69, with \$57,3321.24 going to the contractor, and \$586.45 going to the State for the 1% gross receipts tax. Jim Hart seconded the motion. All voted aye and the motion carried.

Ennis Airport Construction Bid and Master Plan: Lance Bowser, Robert Peccia and Associates, met with the Board to review the Ennis Airport Construction Bid and Master Plan. Lance reviewed the re-design and noted details on a map of the project. Lance noted that the project has been advertised and that a pre-bid conference will be held on March 24, 2016, at 1:30 p.m. at Choice Aviation. The bid opening will be held on March 31, 2016, in Virginia City. Lance discussed topics related to the project including on-going discussions with Northwestern Energy about moving power lines, the need to complete an independent fee estimate, a funding exchange with Townsend, airport closures, public involvement, and potential land acquisitions.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 5:08 p.m.

Next meeting: The next regular Commission meeting will be held on Monday, March 14, 2016, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

David Schulz, Chairman
Board of Madison County Commissioners

Date Approved: March 14, 2016

Minutes prepared by:

Laurie Buyan, Commissioners' Assistant

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County